

<div>ACF</div> <div>Administration for Children and Families</div>	<b>U.S. Department of Health and Human Services</b>	
	<b>1. Log No:</b> CCDF-ACF-PI-2019-04	<b>2. Issuance Date:</b> July 12, 2019
	<b>3. Originating Office: Office of Child Care (OCC)</b>	
	<b>4. Key Words:</b> Child Care and Development Fund (CCDF) Fiscal Year 2020-2022 Funding; Application and Plan Requirements to Consolidate CCDF Under the Indian Employment, Training and Related Services Consolidation Act of 2017	

## CHILD CARE AND DEVELOPMENT FUND

### PROGRAM INSTRUCTION

- To:** Tribes consolidating child care programs with employment and training funding sources under the Indian Employment, Training and Related Services Consolidation Act of 2017, commonly known as Pub. L. 102-477. This Program Instruction (PI) only applies to Tribes currently operating or planning to operate an employment, training, and related services program under Pub. L. 102-477.
- Purpose:** To provide information on the procedures to consolidate the Child Care and Development Fund (CCDF) program with other employment and training funding sources under a Pub. L. 102-477 Plan for new or continuation Plans.
- References:** The Child Care and Development Block Grant (CCDBG) Act of 1990 (42 U.S.C. § 9858 et seq.), as amended by the CCDBG Act of 2014 (Pub. L. 113-186); Section 418 of the Social Security Act (42 U.S.C. § 618); 45 CFR Parts 98 and 99; and The Indian Employment, Training and Related Services Consolidation Act of 2017, (commonly known as Pub. L. 102-477) (25 U.S.C 3401et seq.).
- Background:** The Indian Employment, Training, and Related Services Consolidation Act of 2017, (commonly known as Pub. L. 102-477) was enacted to:
- Demonstrate how Indian Tribal governments can integrate the employment, training, and related services they provide to improve the effectiveness of those services;
  - Reduce joblessness in Indian communities; and
  - Serve Tribally-determined goals consistent with the policies of self-determination.

In accordance with Pub. L. 102-477, eligible Tribal applicants may choose to streamline Tribal services by submitting a consolidated plan for employment, training and related services to the U.S. Department of Interior (DOI). Eligible applicants may

include the CCDF in their consolidated Pub. L. 102-477 Plan. The CCDF is comprised of two funding sources:

- Discretionary Funds – funding that is provided under the CCDBG Act, as amended; and
- Tribal Mandatory Funds – funding that is provided to eligible Tribes and Tribal organizations under Section 418 of the Social Security Act.

Tribes that elect to consolidate their CCDF funds under a Pub. L. 102-477 Plan are required to operate comprehensive CCDF programs. By applying for CCDF funds, a Tribe agrees to follow the provisions of the CCDBG Act of 2014, as amended, and applicable regulations at 45 CFR 98 and 99.

However, in contrast to the required CCDF Plan application process, Tribes that consolidate CCDF funds under a Pub. L. 102-477 Plan are permitted to submit abbreviated Plans and applications for CCDF funding.

**CCDF Tribal Pub.  
L. 102-477  
Eligibility:**

According to 45 CFR 98.80, a Tribe is eligible to apply for and receive CCDF funds if the Tribe is federally recognized and the Tribal population includes at least 50 children under age 13.

A Tribe with fewer than 50 children under age 13 may participate in a consortium of eligible Tribes.

To be eligible to receive CCDF funds on behalf of its member Tribes, a consortium must:

- Consist of Tribes that meet the eligibility requirements for the CCDF program or that would meet the eligibility requirements if the Tribe had at least 50 children under age 13; and
- Demonstrate it has current authorization from each participating Tribe to receive CCDF funds on behalf of the Tribe.

Membership Changes – It is the responsibility of a Tribal consortium to notify the Administration for Children and Families (ACF) of any changes in its membership for CCDF funding purposes during the approved plan period.

For example, if a new Tribe joins a Tribal consortium to receive Fiscal Year (FY) 2020 CCDF funds, or if a current Tribal consortium member elects not to receive FY 2020 CCDF funds through that Tribal consortium, these changes must be conveyed to ACF in writing by the Tribal consortium.

**The Pub. L. 102-  
477 Process:**

To receive CCDF funding under a consolidated Pub. L. 102-477 Plan, all Tribal grantees and Tribal applicants must:

1. Be eligible to receive CCDF funding (see Eligibility Section of this PI); and
2. Submit a consolidated Pub. L. 102-477 Plan to DOI that includes the CCDF program requirements.

**Triennial Child  
Count and  
Declaration Form:**

Child count data was due on July 1, 2019. . Guidance was provided in the OCC Program Instruction CCDF-ACF-PI-2019-02.

**CCDBG  
Reauthorization  
and the CCDF Final  
Rule:**

On November 19, 2014, the Child Care and Development Block Grant (CCDBG) Act of 2014 became law. The law reauthorized the Child Care and Development Fund (CCDF) program and made changes to protect the health and safety of children in child care, promote continuity of access to subsidy for low-income families, better inform parents and the general public about the child care choices available to them, and improve the overall quality of early learning and afterschool programs.

In September of 2016, OCC published new rules to provide clarity on how to implement this law and administer the program in a way that best meets the needs of children, child care providers, and families.

The new law did not explicitly apply many provisions to Tribes. This final rule clarifies which provisions apply to Tribes. This includes, but is not limited to:

Establishing three categories of Tribal grantee sizes, based on large, medium, and small CCDF allocations, which provides greater flexibility to grantees with lower levels of funding.

<b>Table: CCDF Tribal Allocation Tiers</b>		
Effective Period: 10/1/2019 – 9/30/2022		
Tribes with small allocation	Tribes with medium allocation	Tribes with large allocation
Under \$250,000	\$250,000 to \$1 million	Over \$ 1 million
Must spend their funds in alignment with CCDF goals and purposes.	Allowed the same exemptions as the large allocation category.	Subject to the majority of CCDF requirements.
Exempt from the majority of CCDF requirements.	Exempt from operating a certificate program.	Some Tribal-specific exemptions.
Option to submit an abbreviated CCDF Plan.		

Note: Tribal exemptions included the following requirements:

- consumer education website;
- market rate survey or an alternative methodology for rate setting;
- increasing access to high-quality child care in areas with significant concentrations of poverty and unemployment;
- early learning and developmental guidelines;
- licensing;

- five percent administrative cost cap (instead, the cap is 15 percent for Tribal Lead Agencies);
- training and professional development framework; and
- quality progress report (QPR).

**Pub. L. 102-477  
CCDF Plan  
Requirements**

Tribes may incorporate CCDF into a Pub. L. 102-477 Plan that covers multi-year periods. The CCDF Pub. L. 102-477 Plan requirements consist of two parts aligned with the flexibility Tribes have based on the size of their CCDF allocation.

**Part I (For all Tribes with small, medium, and large allocations):**

Define CCDF Leadership and Coordination with Relevant Systems; Establish Standards and Monitoring Processes to Ensure the Health and Safety of Child Care Settings; Supporting Continuous Quality Improvement; and Tribes with Small Allocations Only – Direct Services.

**Part II (Tribes with medium and large allocations only):**

Provide Stable Child Care Financial Assistance to Families; Ensure Equal Access to High-Quality Child Care; and Promote Family Engagement through Outreach and Consumer Education.

**Part I: Requirements for All Tribes with small, medium, and large allocations**

**Define CCDF Leadership and Coordination with Relevant Systems**

1. Include a statement of intent to administer the CCDF program under a Pub. L. 102-477 consolidated Plan.
2. Include a statement indicating the Tribe's allocation size based on the [FY 2016 CCDF Final Allocation Table](#).
3. Describe how the CCDF services will be integrated and delivered with the employment and training programs included in the Pub. L. 102-477 Plan, and the expected results.
4. Identify the agency or agencies of the Tribal government (or Tribal consortium) to be involved in the delivery of CCDF services under the Plan.
5. Describe how the Tribe coordinates the delivery of CCDF services with the following entities and the results of those coordination efforts with agencies responsible for:
  - a) Health (including the agency responsible for immunizations);
  - b) Education;
  - c) Employment Services or Workforce Development; and
  - d) Temporary Assistance for Needy Families (TANF) (State and/or Tribal TANF agency).
6. Describe the public hearing process held (with at least 20-days advance notice of the public hearing) to provide members of the Tribal community (or communities

in the case of a Tribal consortium) an opportunity to comment on the proposed CCDF activities under the consolidated Pub. L. 102-477 Plan.

7. Provide definitions for:

- a) Indian Child; and
- b) Indian reservation or Tribal service area.

Note: Tribes have broad latitude in defining these terms used to determine eligibility. The Tribes use the definitions to determine the triennial child count data.

8. A consortium must submit a current demonstration (e.g., a Tribal resolution) from each member Tribe that authorizes the consortium to receive CCDF funds on its behalf for the duration of the Plan period.

### **Establish Standards and Monitoring Processes to Ensure the Health and Safety of Child Care Settings**

9. Define the 11 health and safety requirements for Providers.

<b>Table: Health and Safety Standards</b>	
a. Prevention (including immunizations) and control of infectious diseases	g. Emergency preparedness and response
b. Prevention of sudden infant death syndrome and the use of safe sleep practices	h. Handling and storage of hazardous materials and the appropriate disposal of biocontaminants
c. Administration of medication, consistent with standards for parental consent	i. Precautions in transporting children (if applicable)
d. Prevention of and response to emergencies due to food and allergic reactions	j. Pediatric first aid and cardiopulmonary resuscitation (CPR)
e. Building and physical premises safety	k. Recognition and reporting of child abuse and neglect
f. Prevention of shaken baby syndrome, abusive head trauma, and child maltreatment	

10. Describe the Tribe's Pre-Service/Orientation and ongoing training for providers.

Note: Tribes are required to have minimum pre-service and/or orientation training requirements (to be completed within 3 months) for caregivers, teachers, and

directors, as appropriate to the provider setting and the age of children served, that address health and safety requirements.

11. Describe the monitoring and enforcement procedures to ensure that child care providers comply with health and safety requirements including qualifications of inspectors and ratio of inspectors to providers.

Note: Tribe may propose an alternative approach to meet the annual inspection requirements. In its justification, the Tribe must describe how the alternative approach is appropriately comprehensive and protects the health and safety of children in care.

12. Define child: staff ratio and group sizes; and required qualifications for caregivers, teachers, and directors.
13. Describe how the Tribe meets the criminal background check requirements, including if it uses an alternative approach in meeting or exceeding the CCDF criminal background check requirements.

#### **Alternative Approach for Background Checks**

Tribes are subject to the background checks requirements for CCDF providers. However, Tribes may propose and provide a justification for an alternative approach for background checks. The alternative approach is subject to ACF approval, and ACF will not approve approaches with blanket exemptions or waivers that bypass the intent of protecting children's safety.

Note: It has become clear that there are challenges associated with accessing information through the National Crime Information Center (NCIC) National Sex Offender Registry (NSOR). Recognizing these challenges, OCC will approve alternative approaches that do not include the NCIC NSOR.

14. Describe how the Tribe will address the needs of children – including the need for safe child care, before, during, and after a state of emergency declared by the Governor or Tribal Chief Executive or a major disaster or emergency as defined by Section 102 of the Robert T Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. 5122.
15. Describe any exemptions made for relative care providers.

Note: Relative providers are: grandparents, great grandparents, siblings (if such providers live in a separate residence), aunts, uncles.

#### **Supporting Continuous Quality Improvement**

16. All Tribes must spend a percentage of their total CCDF expenditures on quality improvement activities and starting in FY 2019, Tribes receiving medium and large allocation are subject to the three-percent infant and toddler quality spending requirements. Tribes with small allocations are exempt from the infant and toddler requirements.

<b>Table: Quality Spending</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>
Quality Set-Aside (All Tribes)	8%	8%	9%
Infant – Toddler (Medium and Large)	3%	3%	3%
Total Quality (All Tribes)	8%	8%	9%
Total Quality (Medium and Large)	11%	11%	12%

Include a statement describing how the Tribe meets the quality spending requirements.

17. Describe the Tribe's quality efforts including how the Tribe learns about the quality of care currently offered by providers, the training and technical assistance needs of providers, and the quality improvement activities, and goals to improve quality of care.

#### **Tribes with Small Allocations Only – Direct Services**

18. Tribes with small allocations have the option to offer direct services and can determine their own eligibility requirements. Tribes with small allocations who choose to provide direct services must provide OCC with an overview of their direct service requirements as part of their abbreviated CCDF Plan.

If a Tribe with a small allocation will offer direct child care services, please complete the direct service questions below.

**If no direct services will be provided, Tribes with small allocations stop here.**

19. Describe how the Tribe provides direct services, informs parents on how to apply, and determines eligibility.
20. Attach copies of the sliding fee scale and payment rates.
21. Indicate if the Tribe waives family contributions/co-payments for any families.

**All Tribes with small allocations stop here.**

#### **Part II: Additional Requirements for Tribes with medium and large allocations only**

##### **Provide Stable Child Care Financial Assistance to Families**

22. Describe how the Tribe determines family eligibility through a standard and/or categorical eligibility process. Include a demonstration that the Tribe's median income is below 85% of the State median income for a family of the same size if using categorical eligibility.

Note: A Tribe can have categorical eligibility in one part of its service area, but not another. Tribes have the flexibility to establish different eligibility conditions or priority rules in effect in different parts of the Tribal service area (e.g., allocate or target resources to underserved parts or the Tribal service area).

Tribes can use “categorical eligibility” if the Tribe’s median income is below 85 percent of the State median income. The Tribe has the option to consider any Indian child in the Tribe’s service area to be eligible to receive CCDF funds, regardless of family’s income, work, or training status, provided that the provision for services still goes to those with the highest need.

23. Provide the Tribe’s definition of “income” for the purposes of eligibility.
24. Define working, job training, education, and attending job training or education program (e.g., number of hours, travel time).
25. Define: Protective services; if provided respite care.
26. Complete the Median Income table below. Indicate if the Tribe’s definition of Grantee Median Income (GMI) is based on Tribal Median Income or State Median Income and complete column (b) and (c) of the matrix below based on the definition of GMI. Column (a) identifies family size. In column (b) indicate income eligibility not to exceed 85 percent of GMI.

<b>Table: Tribal CCDF Income Eligibility Levels</b>						
(a)	(b)	(c)	(d)	(e)	(f)	(g)
Family Size	100% of GMI	85% of GMI	(If Applicable) Maximum Income Level  If lower than 85% Current GMI		(If Applicable) Maximum Phase-out/Maximum “Exit” Income Level (cannot exceed 85%)	
	\$/month	\$/month [multiply (b) by 0.85]	\$/month	% of GMI [Divide (d) by (b), multiply by 100]	\$/month	% of GMI [Divide (e) by (b), multiply by 100]
1						
2						
3						
4						
5						
6						



7						
---	--	--	--	--	--	--

27. Describe how parents and the general public are informed of the availability of child care and of the process by which they can apply for Tribal CCDF assistance.
28. Describe the Tribe's policies and procedures in implementing the minimum 12-month eligibility and redetermination requirements. Include any "temporary changes in activities" and options to discontinue assistance during the 12-month eligibility period.
29. Describe how the Tribe will improve access for vulnerable children and families to prioritize child care assistance to "children with special needs" and "children experiencing homelessness."
30. Describe strategies being implemented by the Tribe to increase the supply and improve the quality of child care for children who are typically underserved, infants and toddlers, children with disabilities and children who need care in non-traditional hours.
31. Attach a copy of the Tribe's sliding fee scale, including the effective date and indicate if the sliding fee scale is used in all parts of the service area.
32. Indicate whether the Tribe will waive co-payments for families whose incomes are at or below the poverty level for a family of the same size; receiving or needing to receive protective services, as determined for purpose of CCDF eligibility; or who meet other defined criteria established by the Tribe.

#### **Ensuring Equal Access to Quality Child Care for Low-Income Children**

33. Describe how the Tribe allows parents to choose from the following categories of care: Center-based child care, which may include Tribally operated centers; Family child care; and In-home child care. Tribes with large allocations must offer all three categories of care.
34. Provide a copy of the payment rates for child care services and a summary of the facts relied on by the Tribe to determine that the attached rates are sufficient to ensure equal access to comparable child care service provided to children whose parents are not eligible to receive child care under CCDF and other governmental programs.

Note: Tribes can choose to establish tiered rates, differential rates, or add-on rates on the base rates. This allows them to increase payment for targeted needs (i.e., a higher rate for children with special needs as an incentive and to cover additional costs, or for providers who increase their skills or who possess special skills around Tribal specific cultural abilities.)

35. Describe how the Tribe ensures payment practices and timeliness of payment to providers, including how the Tribe delinks provider payments from a child's occasional absences.

#### **Promote Family Engagement through Outreach and Consumer Education**

36. Describe how the Tribe will certify that they maintain a record of substantiated parental complains and makes information regarding such complaints available to the public on request.
37. Describe how the Tribe provides information to parents, the general public, and when applicable, child care providers through a method of their choice, which is consumer-friendly and easily accessible, the following: monitoring and inspection reports about the providers; information about the quality of each provider, if available; aggregate data on deaths, serious injuries, and number of substantiated case of child abuse that have occurred in child care settings.
38. Attach a copy of the Tribe's consumer statement for parents receiving CCDF funds. If the statement is provided electronically, describe how the statement accessible to parents. Indicate how parents have a way to contact someone to address questions they have.

**Waivers:**

Section 7, of the Indian Employment, Training and Related Services Consolidation Act of 2017 (commonly referred to as Pub. L. 102-477), as amended authorizes the Secretary of the Department of Health and Human Services (HHS) to waive any statutory provision, regulation, policy, or procedures requested by a Tribe, as long as the waiver is consistent with the purpose of Pub. L. 102-477 or with provision of the CCDBG Act.

To request a waiver, the Tribe must:

- Identify the specific statutory provision, regulation, policy, or procedures;
- Justify the need for the waivers; and
- Explain what the Tribe will use to replace the existing statutory provision, regulation, policy, or procedures, if applicable.

Waivers will be granted on a case-by-case basis for each specific Plan period. Blanket waiver request are not acceptable and there is a list of what statutory and regulatory requirements ACF will not be waived are identified in Attachment B

**Plan Approvals:**

ACF's approval is contingent on several factors, including:

- Receipt of complete Plans from the Department of the Interior (DOI), and ACF's requested revisions, if applicable, in a timely fashion; and
- Have no outstanding CCDF program (ACF-700) or financial (ACF- 696-T) reports (applicable only to those Tribes submitting initial Pub. L. 102-477 Plans).

**Funding Estimates and Allocation Formulas:**

The CCDF is comprised of two funding sources:

- Discretionary Funds – funding provided under the CCDBG Act, as amended. The Discretionary Funds will include a base amount of \$30,000 plus a per child amount for each Tribe or Tribal consortium with a maximum of 50 children.
- Tribal Mandatory Funds – funding provided to eligible Tribes and Tribal organizations under Section 418 of the Social Security Act. Tribal Mandatory

Funds are calculated solely on a per child basis and do not include a base amount.

The per child amount for both Discretionary and Tribal Mandatory Funds depends upon the total number of children in all participating Tribes. Therefore, ACF is unable to calculate in advance the exact per child amount until all child counts have been submitted and the FY 2020 appropriation becomes available. For planning purposes, current CCDF Tribal grantees should use their funding amounts from the FY 2019 as an estimate. A new Tribe should use the base amount of \$30,000 plus approximately \$415 per child to estimate its allotment for Discretionary Funding and should use approximately \$85 per child to estimate its allotment for Tribal Mandatory Funding.

A Tribal consortium should estimate its allotment for Discretionary Funding for each of its members by calculating a portion of the base amount that is equivalent to the ratio of the number of children in each member Tribe to 50, plus the additional per child amount. For example, a Tribe with 49 children is allotted 49/50ths of \$30,000, or \$29,400. The per child amount is then multiplied by 49 and added to the \$29,400 base amount.

**Important Note:** These amounts are provided for the purpose of estimating the allotments that will become available beginning October 1, 2020, and may increase or decrease when funding appropriations and updated data become available before the final grant awards are issued.

**Administrative  
Costs:**

No more than 15 percent of the aggregate CCDF funds expended from each year's allotment may be used for administrative costs. Tribal Lead Agencies are advised to review the CCDF regulations at 45 CFR 98.52 for a discussion of administrative costs.

Note: the Discretionary Funds base amount is not subject to the 15 percent limitation, nor included in the calculation for the 15 percent limitation.

**Construction and  
Renovation under  
a Pub. L. 102-477  
Plan:**

To use CCDF funds for construction or major renovation projects, all Tribal Lead Agencies – including Tribes with approved Pub. L. 102-477 Plans -- are required to follow ACF's construction and renovation application procedures as described in a separate Program Instruction. The Program Instruction can be found at <https://www.acf.hhs.gov/occ/resource/ccdf-acf-pi-2016-05>.

If a Tribal Lead Agency constructs or renovates more than one facility, it must seek ACF approval for each project (even if the projects use identical plans and specifications). Early in the planning process, Tribal Lead Agencies are advised to contact their appropriate ACF Regional Office (Attachment A).

As under the previous statute, Tribes may not use CCDF funds for construction or renovation if it will result in a decrease in the level of child care services. However, the 2014 law allows the Secretary to grant a waiver of this clause if:

1. The decrease in the level of child care services is temporary; and

2. The Tribe submits a plan that demonstrates that after the construction or renovation is completed the level of child care services will increase or the quality of child care services will improve (Section 658(c)(6)(C)).

Tribal Lead Agencies must submit a request to the Secretary of HHS, in accordance with uniform procedures, to use funds for construction and renovation purposes.

Funds may not be used for construction or major renovation of child care facilities until the Tribe's Pub. L. 102-477 scope of work has been modified to allow for construction or major renovation. (658O(c)(6) of the Act, 45 C.F.R. 98.84(a)&(b))

**Deadlines:**

Tribes who choose to consolidate their CCDF program into an approved Pub. L. 102-477 Plan should submit their Pub. L. 102-477 Plan at least 90 days before the plan effective period. For Tribes that have already consolidated CCDF into a Pub. L. 102-477 Plan, a continuation Plan should be submitted 90 days before the Tribe's current Pub. L. 102-477 Plan expires.

For Tribal child counts, refer to OCC Program Instruction CCDF-ACF-PI-2019-02.

**Submitting the Materials:**

The original and 1 copy of the materials must be mailed, hand-delivered or emailed to:

U.S. Department of the Interior  
Office of Indian Services  
U.S. Department of the Interior  
1849 "C" St NW  
MIB, Mail Stop 4513  
Washington, D.C. 20240

Email: [Terrence.parks@bia.gov](mailto:Terrence.parks@bia.gov)

An additional copy must also be sent to:

ACF Regional Office  
Attn: Child Care Regional Manager  
(Attachment A)

**Reporting Requirements:**

CCDF Tribal grantees with an approved Pub. L. 102-477 Plan will receive their CCDF funding through DOI. Therefore, program and financial reporting of CCDF funds awarded under a Pub. L. 102-477 consolidated plan will be submitted to DOI.

However, any expenditure and obligation of CCDF funds awarded prior to a Pub. L. 102-477 plan approval will continue to be reported to ACF on the ACF-696T financial reporting form. Similarly, program data on CCDF funds awarded prior to a Pub. L. 102-477 plan approval must be reported on the ACF-700 data reporting form. ACF forwards the ACF-696T and the ACF-700 reporting forms to the Tribal CCDF grantees each year.

<b>Obligation and Liquidation Periods:</b>	Any funds transferred to an Indian Tribe under this Act shall remain available for obligation or expenditure without fiscal year limitation, subject to the condition that the funds shall be obligated or expended in accordance with the approved plan of the Indian Tribe.
<b>Reallotted Discretionary Funds:</b>	<p>Pub. L. 102-477 Tribes are required to notify ACF by April 1, 2020, if they will be unable to obligate any portion of their FY 2020 CCDF Discretionary Funds allotment by September 30, 2020. In accordance with 45 CFR 98.64(d), any portion of a Tribe's allotment of Discretionary Funds that is not required to carry out its plan in the period for which the allotment is made available shall be reallotted to other Tribal grantees in proportion to their original allotments.</p> <ul style="list-style-type: none"> <li>• If the total amount available for reallotment from all Tribal CCDF grantees is \$25,000 or more, funds will be reallotted to other Tribal grantees</li> <li>• If the total available is less than \$25,000, no reallotment will take place, and funds will revert to the Federal Government</li> <li>• If an individual reallotment amount to a Tribe is less than \$500, a reallotment award will not be issued to that Tribe and</li> <li>• If a Tribal CCDF grantee does not submit a reallotment report by the April deadline, a determination will be made that no funds are available for reallotment. Any funds reported to be available for reallotment after the April deadline shall revert to the Federal Government</li> </ul>
<b>CCDF Withdrawal from Pub. L. 102-477 Plan:</b>	<p>If a Tribe decides to withdraw CCDF from an approved Pub. L. 102-477 Plan, the Tribal Chair must submit a letter to the Pub. L. 102-477 Lead Agency at DOI (with a copy to OCC). The letter must indicate that the Tribe has decided to withdraw its CCDF funds from its existing Pub. L. 102-477 Plan, and it must specify the Tribe's approved Pub. L. 102-477 Plan period.</p> <p>The withdrawal will become effective no sooner than the beginning of the following fiscal year.</p> <p>In order to directly receive CCDF funding outside of Pub. L. 102-477 in the fiscal year 2020, a Tribe must submit the required letter from the Tribal Chair (described above), as well as a completed CCDF Tribal Plan Preprint, no later than September 6, 2019. If approved, the new CCDF plan will cover a 3-year period of October 1, 2019, to September 30, 2022 (consistent with the current plan period for all CCDF Tribal plans). CCDF will remain as part of the Tribe's approved Pub. L. 102-477 Plan through September 30, 2019.</p>
<b>Audits:</b>	2 CFR Part 200 Subpart F, Audit Requirements.
<b>Paperwork Reduction Act:</b>	An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. The

information collection required under this Program Instruction is approved under OMB Number 0970-0198, which expires June 30, 2022.

**Inquiries:**

Questions related to the CCDF program should be directed to the appropriate ACF Regional Office (Attachment A).

For questions about completing a consolidated Pub. L. 102-477 Plan, please contact Terrence (Terry) Parks at (202) 513-7625 or [terrence.parks@bia.gov](mailto:terrence.parks@bia.gov) at the U.S. Department of the Interior, Office of Indian Services.

---

Shannon Christian  
Director  
Office of Child Care

**Attachments:**

A – ACF OCC Regional Managers

B – Statutory and Regulatory Requirements That Will Not Be Waived